



**VERDUGO FIRE COMMUNICATIONS CENTER  
TASK FORCE & OPERATIONS MEETING MINUTES  
TUESDAY, May 8, 2018**

**Attendees:**

<b>Agency</b>	<b>Primary</b>	<b>Alternate</b>
Alhambra - ALH		M. Brown
Arcadia - ARC	Barry Spriggs	
Burbank - BRK	Danny Alvarez	
Bob Hope Airport -BUR	N/A	
Glendale - GLN	Bill Lynch	
Monrovia - MRV	N/A	
Montebello - MTB		R. Lopez
Monterey Park - MPK	Ryan Weddle	
Pasadena - PAS	N/A	
San Gabriel - SGB	Steve Wallace	
San Marino-SNM	Mario Rueda	
South Pasadena-SPS	Eric Zanteson	
Sierra Madre - SMD	N/A	
Vernon – VER		
Medical Director	N/A	
Verdugo Fire Comm.	Silvio Lanzas	Jason Pfau, Alison Finch

Old Business:

- A. CAD Upgrade INFO; Eric Brumm from GLN had a meeting with Lanair to review the preliminary design, bill of materials and scope of work for the data system and mobility side of the project. There are a few modifications which Lanair will be incorporating into these documents. It is anticipated that the revised docs will be delivered in the next couple of days
- B. Verdugo staffing; 4 of the 6 vacancies have been filled. We have 4 new FCO's starting on May 16<sup>th</sup>. They will be in a three phased training program. Introduction phase, call-taking and radio phase. The 4 new hires are Korin Peltier, Jeffrey Crieman, Jaqueline Zendejas, and Anastasia Alexander whom we are stealing from the AO program. We continue to work on the remaining 2 vacancies and will be working to fill the 2 new positions after July 1.
- C. Morning Report Document Is near completion.
- D. Stage Call Desk Procedure? Approve? 90 day trial in GLN and PAS.

- E. Thank you to all who were able to donate a gift/item to the raffle. Dispatcher appreciation was a huge success thanks to all of you.
- F. Thank you to those who have returned your Radio ID info. Please send if you have not done so.
- G. Alert Tones? Working on an alternate tone for use on fireground overhead messages. Tone available from the Fireground.
- H. Monthly Reporting. Please see the handout from Chief Rueda. Feedback requested.
- I. Strike Team Posting Website will no longer be used for posting of daily Strike Team Line Up. The Morning report document will be replacing this process. I am working on an alternate Strike Team availability site for the future.
- J.

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New Business:

- A. WestNet interface and steps to look forward to. We will help coordinate for all agencies.
- B. Please send me a high quality/resolution image of your City Seal. I am working on updating our wall.
- C. STEN Leader
- D. Training tool for PD's to share all PD's.
- E. Earthquake Mode process: POLICY SENT for review at next meetings.
- F. NOTIFICATIONS

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I. **Roundtable:**

- A. ALH- Another FF and FF Medic test May 30th.
- B. SNM - Captains Test yesterday. Discussion about using the FireScope document as a rule for Structure Fire Organization.
- C. ARC - Smokey pack introductions.
- D. SGB - 7 Probies doing well.
- E. SPS - 3 Probies left.
- F. BRK - FF Medic Academy graduates May 23rd.
- G. GLN - 5 Laterals in academy in week 4 of 6 weeks. June 21st is Promotional Ceremony at Station 21. Also on June 21st we will have Chief Officer Wildland Training at Station 21. RT-130 all week.
- H. MPK - US&R 51 is housed 63 until further notice.

**Next Task Force Meeting: June 12<sup>th</sup>, 2018**